



## Director's Report to the Board of Trustees *February 2013*

February brought "Blizzard Nemo" a nor'easter that resulted in 28 inches of heavy snow in Branford. The library was closed for 4 days as the town struggled to clear the roads.

The Strategic Plan was mailed out or hand delivered to stakeholders and those who provided feedback through focus groups and online surveys. The plan was made available on the library website and at service desks inside the library.

Library supervisors met and began to discuss ways to implement the plan from individual department perspectives.

**Building:** The library was illuminated in red for the month of February in honor of American Heart Month-a thank you to board member John Casso for arranging this. John Casso and I conducted a building walkthrough in order to create a cleaning schedule for the building custodian. I am working with staff to create a system for handling work orders so that they will flow through one person. I received a proposal from the Dept. of Corrections for refurbishing several pieces of furniture. Katy Dillman and I did a walkthrough of the ground floor to begin making the signage more consistent and professional. Because of storm-related issues, Con-Serv has been unable to install the lighting sample outside, and I have

not called to initiate the contract for the lighting efficiency program. Since the ceiling still appears to be leaking, no progress has been made on plaster repair. I contacted the State library for a list of architects experienced in historic restoration. I can present this to the building committee at the next meeting. Rick Mahoney requested a proposal from Controlled Air for upgrading the HVAC controls, and I have requested a proposal from Tyco (formerly ADT) for upgrading the alarm system.

**LION:** I attended my first LION meeting and discovered that there is no option to purchase additional ebook titles through Overdrive Advantage, as the consortium voted not to offer this to any member library. The consortium has decided to look into e-book offerings from other companies which could supplement our collection. Perhaps the consortium will re-think offering Overdrive Advantage at some point in the future. The reference department added a page to our website directing patrons to resources for free e-books. LION staff alerted me to the fact that many larger LION member libraries were not loaning their new books and dvds to us, since we did not loan our new books and dvds to them. After some Discussion during a supervisor's meeting, we decided to remove hold restrictions on these items, with the understanding that our patrons would have priority holds on our items, and other libraries would begin loaning their items to us. We expect this practice to work in our favor by allowing our patrons access to more materials.

**Customer Service:** Library Assistant Patricia

JAMES BLACKSTONE MEMORIAL LIBRARY

FEBRUARY 6, 2013

Grob received a wonderful note from a patron:

PRESENT: Andy McKirdy, President, Robin Sandler, Vice-President, Rick Mahoney, Treasurer, Sandra Baldwin, Susan Barnes, Jan Day, David Henderson, Perdita Norwood, Tom Perrone, Mark Rabinowitz

ABSENT: Heather Brooke, John Casso, Mary Davis (RTM Ex-officio), Polly Fitz

*Yesterday I spoke with Patricia at the main desk concerning a small problem. She was so helpful and handled the matter in a kind and efficient manner and I wanted to let you and the Board know what a pleasant experience I had.*

*The meeting was called to order at 6:00 p.m.*

*Other Public Comments: none*

2. Additions to the Agenda: none

*Our hats are off to all of you and to a great library!*

*Presentations by Barbara Cangiano*

*Marketing Supervisor*

*Approval of the minutes*

in April. The symposium would take place in July. Staff will be registering for CLA April conference soon; I am taking part in a panel discussion on school/public library collaborations with a former colleague from East Haven.

**Programming and Event Coordination:** Kate Library Director, Barbara Cangiano, Associate Librarian, Hosfelt left employment with the library, and I have been slowly organizing and managing library events. It has been a tough month in this area.

**Finance:** Andy McKirdy, Rick Mahoney and I met with Unk DaRos, Jim Finch and Joyce Forte to discuss the library's 2013-2014 budget

**Reference & Information Technology:** Barbara has been a member of the Blackstone staff since 1994; she talked about the changes in the library since she joined the staff 19 years ago.

**Friends of the Library Meeting** 3/5

**Board of Trustees** 3/6

**Brantford Rotary** 3/6, 13, 20, 27

**Chamber Health Reform Workshop** 3/11

**Director's Report Highlights** 3/14

**CLC New Library Director's Roundtable** 3/18

**Budget Presentation to RTM** 3/18

**Postmasters** 3/13 & 27

**March Program Highlights:**

**Brantford K-12 Art Show Reception** 3/5

**Landscaping with Native Plants** 3/13

**ELC Library Uniting Lives** 3/13

**Book Talk with Bob Steiner** 3/26

The library will be **open** on **Good Friday, March 29** and closed on **Sunday, March 31 for Easter.**

8. Building Committee: In the absence of John Casso, Kathy Oxalida reported on the proposal by Con-Serv for the high efficiency lighting system upgrade. The plan calls for retrofitting light fixtures throughout the building with energy saving LEDs. The proposal estimates an annual energy savings of 26,808 KWH. The library earns an incentive from CLP Small Business Energy Advantage Program. The total cost of the project will be distributed over four years. Part of the project includes retrofitting the outdoor fixtures and of the new fixture. Con-Serv sample in the next few days. tributing payment over four Robin Sandler moved to au-contract with Con-Serv, based ment plan for a total of all approved.



Karen Jensen  
Library Director

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## Statistics for January 2013

### Circulation Statistics

Circulation January 2013	16,602
Circulation January 2012	16,766
CT Car January 2013	2,776
CT Car January 2012	3,370
Books added	512
Audio Visual added	57
Deleted items	480
Overdrive Circulation	678
E-Reader Circulation	8

### Youth Services Statistics

Miss Mary's class for Babies - 3 classes, 149 attendants  
Miss Mary's class for 2's - 3 classes, 93 attendants  
Miss Mary's class for Pre-K - 4 classes, 89 attendants  
Miss Mary's outreach classes - 7 classes, 227 attendants  
Miss Mary's Stay & Play—3 classes, 77 attendants  
Miss Carly's PJ stories - 3 classes, 17 attendants  
Miss Carly's School Aged classes - 6 classes, 48 attendants  
Saturday Craft - 4 classes, 173 attendants

**Grand Total: 873 attendants**

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## December reports from Circulation and Technical Services

—Deirdre Santora and Gennett Grinnell

### Stats for January:

- Facebook— 637 “Likes”
- Constant Contact—2416 active contacts,
- Downloadable Audio books— January - 115
- Downloadable E-books— January 563

### Circulation staff:

- Checked out/Checked in, renewals and holds = 39,283 items in January.

### Technical Services staff:

- Cataloging—657 total
- Processing—636 total

- Orders received—393 total
- Mending—126 total

### Other:

Food for Fines is scheduled for February.

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## Highlights from Reference —Barbara Cangiano

We hosted a Technology Petting Zoo on January 5, with Best Buy of North Haven. Attendees were able to get an opportunity to look at tablet and e-book readers and the program was very well received.

Our collaboration with CT Works continues. In January, there was a Resume Writing workshop as well as a Job Networking Group.

Barbara prepared a list of questions/issues regarding social services available to Branford residents and sent them to the Branford Cares Board. A follow-up discussion or "information summit" is being planned for

sometime later this year. The answers and results of this meeting will help the library fulfill its commitment to Branford Cares and become its information clearing-house link.

Momingstar Mutual Funds, a popular and important reference guide, is no longer available in print. An online version has replaced it. We created a link for our library users on our website.

Technology changes rapidly and we work hard to stay current. As a result, Deb made changes to our Digital Help links on the library's website.

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We have been reviewing our reference collection and making room for materials from the Branford History Room and High Density Storage areas. Currently, our Branford History books, family genealogies, Milestone (High School yearbooks) and Branford City Directories are available in the reference stacks. We are also reviewing our Vertical File of newspaper and magazine articles about various aspects of life in Branford including school histories, church histories, historical buildings, environmental issues, transportation and more. Relevant arti-

cles will be retained, indexed and scanned for use by staff and public.

Reference staff shows off some of the great books we have in our non-fiction collection. This month, we created several displays highlighting the hidden gems from our collection and we love letting our readers know about them. This month's highlights were "Award Winning Books" including Katherine Boo's *Behind the Beautiful Forevers*, *The Making of the Atomic Bomb*, and more.

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## News from Youth Services—Carly Rencsko

This month we were part of some pretty exciting "first time" events. John B. Sliney Elementary school has started a half-day preschool program at Indian Neck School. The program meets weekday afternoons and students are currently learning about Antarctic animals. When we were asked to read we thought it would be perfect to share stories about polar bears, penguins and other sea creatures! The kids had the best time sharing interesting facts and confirming whether or not the stories could be true. They also really liked the stickers we provided at the end of story hour. We hope that this partnership will grow and we look forward to seeing the class at the library in the near future.

We welcomed a New Haven Mommy and Me group mid-month to share in a special story hour. Parents and children ages 2 to 5 sang, danced, took part in fingerplays and listened to stories. It was nice to meet new families and the kids seemed to have a wonderful time experiencing the auditorium for the first time. We hope that the group will continue to come to the Blackstone and take part in our regular storytimes.

Near the end of the month Saint Mary School came to pay us a visit in celebration of Catholic Schools Week. We welcomed 45 students

with a tour and stories. The kids came fully prepared with a song and baked goods to thank Miss Mary and the entire library staff for the services that they provide. Our new director, Karen Jensen, took part in the event by touring and sharing one of Miss Mary's favorite stories. The morning was delightful and we have a beautiful picture of the day on our Youth Services bulletin board.

This month we also launched our first preschool afternoon program for 3 to 5 year old storygoers! The program is called Fresh Flicks and meets the first Monday of every month. The program offers our typical story hour format with music, movement, finger plays and stories but we have added a theater element by showing movie versions of the books we just read. Snacks are included. If the program takes off we may decide to offer it more often.

Our early release day was also extremely popular this month since we showed *Madagascar Three!* Many of our participants had not seen it in a theater and it turned out to be a nice treat for many families looking for something to do since the half day transformed into a snow day!

The youth services staff has been working hard to come up with different picture book displays in our me-

dia space. Some of the displays have included: civil rights leaders, presidents and Chinese New Year. By creating these displays we are hoping to show children and caregivers age appropriate biographies and non fiction books that they may miss by spending most of their time in the playroom.

We have begun our collaboration with the elementary school's English Language Learners program by hosting their upcoming Literacy Fair. The library will offer tours and access to cards while ELL teachers and other school staff members will create literacy stations pertinent to ELL students and their families. We cannot wait to host the event in March and are looking forward to making new connections with the community.

Last, but far from least, we want to give a round of applause for the chess club that has been meeting on Saturday mornings. The idea came from a group of high school students who were looking for a place to play and wanted to teach those who were interested in learning. The group spans a variety of ages and moves to the auditorium when they need more space. If you are interested just pop by any Saturday morning to check it out!

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